

**MARYLAND STATE HIGHWAY ADMINISTRATION**  
**SPECIAL EVENT PERMIT**  
**PRELIMINARY DATA SHEET**

Event: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
Purpose/Type: \_\_\_\_\_  
Sponsor: \_\_\_\_\_  
Contact: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
\_\_\_\_\_ Evening Phone: \_\_\_\_\_  
\_\_\_\_\_ Email Address: \_\_\_\_\_

No. of Participants: \_\_\_\_\_ No. of Vehicles: \_\_\_\_\_

Proposed Route: \_\_\_\_\_  
(Written Description)  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE ATTACH A MAP OF YOUR ROUTE**

PLEASE CHECK ALL OF THE COUNTIES THROUGH WHICH YOU WILL BE PASSING

<b>DISTRICT 1</b>	Dorchester County <input type="checkbox"/>	Somerset County <input type="checkbox"/>
	Wicomico County <input type="checkbox"/>	Worcester County <input type="checkbox"/>
<b>DISTRICT 2</b>	Caroline County <input type="checkbox"/>	Cecil County <input type="checkbox"/> Kent County <input type="checkbox"/>
	Queen Anne's County <input type="checkbox"/>	Talbot County <input type="checkbox"/>
<b>DISTRICT 3</b>	Montgomery County <input type="checkbox"/>	Prince George's County <input type="checkbox"/>
<b>DISTRICT 4</b>	Baltimore County <input type="checkbox"/>	Harford County <input type="checkbox"/>
<b>DISTRICT 5</b>	Anne Arundel County <input type="checkbox"/>	Calvert County <input type="checkbox"/>
	Charles County <input type="checkbox"/>	St. Mary's County <input type="checkbox"/>
<b>DISTRICT 6</b>	Allegany County <input type="checkbox"/>	Garrett County <input type="checkbox"/> Washington County <input type="checkbox"/>
<b>DISTRICT 7</b>	Carroll County <input type="checkbox"/>	Howard County <input type="checkbox"/> Frederick County <input type="checkbox"/>

Will you be occupying all or part of a highway travel lane? \_\_\_\_\_

If so, where? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will you need Maryland State Police assistance? \_\_\_\_\_  
Will you need Local Police assistance? \_\_\_\_\_

**MARYLAND STATE HIGHWAY ADMINISTRATION**  
**SPECIAL EVENT PERMIT**  
**SIGNATURE SHEET**

**SPONSOR'S ACKNOWLEDGEMENT**

I/We hereby affirm that the **SPONSOR** of this **EVENT** and all **PARTICIPANTS** will comply with the Laws of the State of Maryland and any applicable county and municipal statutes and ordinances and will adhere to the terms and conditions set forth in this **PERMIT**.

My/Our signature(s) below confirm that the **SPONSOR** and all **PARTICIPANTS** agree to hold harmless from any liability, incurred by them or to others associated with this **EVENT**, the various governmental agencies providing assistance for this **EVENT**. The **SPONSOR** may be required to obtain Liability and Property Damage Insurance with limits of at least \$300,000 per incident/\$1,000,000 aggregate.

**SPONSOR:** \_\_\_\_\_  
PLEASE PRINT NAME

**REPRESENTATIVE:** \_\_\_\_\_  
PLEASE PRINT NAME

**SIGNATURE:** \_\_\_\_\_  
PLEASE SIGN

**TERMS AND CONDITIONS**

- 1) This **EVENT** shall adhere to the route, number of participants and vehicles (not more than 10% higher than the numbers on this Permit), date(s) and times shown on the attached \_\_\_\_\_ sheet(s).
- 2) The **SPONSOR** shall ensure that the approved **TRAFFIC CONTROL PLAN** is followed.
- 3) Additional stipulations: \_\_\_\_\_  
\_\_\_\_\_

**AGENCY APPROVALS**

Local Government (\_\_\_\_\_): \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

Local Government (\_\_\_\_\_): \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

Local Government (\_\_\_\_\_): \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

Maryland State Police: \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

State Highway Administration: \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE